INFORMATION FOR EXCHANGE STUDENTS

Exchange students’ coordinators at the University of Tartu

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Ülikooli 18, rooms 132 and 134
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Estonia
www.ut.ee/en/welcome
Office hours: Mon-Thurs 13:00-16:00
**Academic year 2017/2018**

**Autumn semester**: from 04.09.2017 to 04.02.2018  
**Spring semester**: from 12.02.2017 to 01.07.2018  

**Orientation course**

At the beginning of the semester, 30 August-1 September, the Study Abroad Centre offers an orientation course for new international students. The course, organized jointly by the Study Abroad Centre and the academic units of the university, is designed to help international students get to know each other, the university and the town.  
If you cannot participate in the orientation course, please inform your coordinator of your planned arrival in Tartu. More information about the orientation course is on: [www.ut.ee/en/welcome/orientation-course-international-students](http://www.ut.ee/en/welcome/orientation-course-international-students). The schedule of the orientation course will be available on the same website by the week spring semester’s orientation course starts.

**NB!** Please note that it is not necessary to come by the Study Abroad Centre before the orientation course, all the information needed for successful beginning will be provided during the course.

**Courses**

Exchange students are free to select courses from different faculties to design their study plans for the coming semester. Information about the courses offered in English is available on: [www.ut.ee/en/courses-taught-english](http://www.ut.ee/en/courses-taught-english). Timetables of the courses will be available at the beginning of the semester.

Exchange students are required to take courses for **at least 15 ECTS per semester**.

You can register to courses through the online **Study Information System** before the beginning of the semester or during the first two weeks of a semester. You will receive your username and password for the UT Study Information System by email by the end of August.

Courses could be cancelled in the case there are less students attending the course than anticipated. The minimum number of attendants is assigned for each course and this is fixed in Study Information System. The university has the right to cancel courses due to unforeseen circumstances.

**Students to students’ services**

**Tutors** are the UT students who help newly arrived students adapt into academic environment at the University of Tartu. They are ready to give additional guidance and information on several matters, varying from studies to living conditions in Tartu. All international students are divided into small groups and each group has a tutor. Please feel free to contact your tutor once you have heard from him/her. If you have not received any message from your tutor by the middle of July, please contact the tutors’ coordinator Ms Piia Mäesaar ([piia.maesaar@ut.ee](mailto:piia.maesaar@ut.ee)).

In addition, there is **International Student Ambassadors (ISA)** network at UT. ISA includes international degree students who represent the university abroad and the UT international student community in Estonia. Follow them here: [www.facebook.com/utambassadors](http://www.facebook.com/utambassadors) and learn more here: [isa.ut.ee/](http://isa.ut.ee/)

Moreover, there is **Erasmus Student Network (ESN)** who supports all the international students studying in Tartu by offering various socializing activities. All the announcements about their weekly events can be followed on their Facebook page ([https://www.facebook.com/groups/ESNTartuAutumn2017/](https://www.facebook.com/groups/ESNTartuAutumn2017/)), on their aims and activities learn more here: [www.esn.ee/tartu/](http://www.esn.ee/tartu/)


Arrival
International students usually arrive at Tartu or Tallinn Airport or Tallinn Harbour. Buses from Tallinn Bus Terminal to Tartu depart twice an hour on average and the trip takes about 2,5 hours. Transportation is not provided by the Study Abroad Centre and all travel arrangements are student’s responsibility. For further information on getting to Tartu check our website: www.ut.ee/en/welcome-web/arrival-advice.

Housing
International short-term students (studying at UT up to 10 months) are accommodated in the Student Hostel. The hostel mainly consists of twin rooms with a common bathroom and kitchen (usually 2-3 rooms share a bathroom and kitchen). Monthly rent in a twin room is 210 euros. Prepayment of deposit is required! Please read the information below for specific steps to be taken and also the general description on www.ut.ee/en/welcome/housing

NB! Applying for a place in the UT’s dormitory is student’s responsibility. Application period is 1-10 June. Please see detailed information here: http://www.ut.ee/en/welcome/housing

Please keep in mind the rules regarding application for accommodation at the UT dormitories and carefully read the information provided on the above-indicated website. The deadlines set for both application and payment of deposit are strict and cannot be extended.

The most important stages of application:
1. **Apply by submitting online application**
   Once you complete the online application, you will receive an email acknowledging the receipt of your application.
2. **Notification by the hostel**
   If your application is successful, you will receive notification and description of your accommodation offer via e-mail.
3. **Prepayment of deposit**
   All short-term students need to pay their deposit right after receiving an accommodation offer, since the payment must reach the hostel within 10 days from receiving the offer.
   **The amount of deposit for those staying longer than one month is the sum equivalent to three months' rent – 630 euros (one-month rent is 210 euros).**
   The students staying for one month need to pay the deposit equivalent to two months' rent (420 euros).
   If you do not pay the room deposit within the deadline, the student hostel will cancel your room reservation. Prepayment will not be refunded in the case one decides not to use the provided accommodation for whatever reason!
4. **Cancelling accommodation contract.**
   If you do not show up within the first 14 days of your accommodation period (indicated in application) or do not inform the hostel of your later arrival, application will be cancelled and prepayment (deposit) will not be returned (as said above). Please send an e-mail to info@campus.ee if your arrival to Tartu needs to be postponed.

Please pay attention to the fact that prepayment will not be refunded in the case of cancelling accommodation offer!

After arrival to Tartu, you can go directly to the Student Hostel. The **Student Hostel is open 24/7 and there is no need to find additional housing if you arrive late at night.**

Student Hostel
Raatuse 22, 51009 Tartu
Tel (+372) 56620 215
E-mail: info@campus.ee
www.studenthostel.ee
If the life in the Student Hostel seems not to be of your style, you could rent an apartment. The prices range from approximately 160 EUR in the farther parts of the town to 450 EUR or more in the centre (1-2 rooms). Information on apartments for rent is available from real estate agencies: [www.city24.ee](http://www.city24.ee), [www.kv.ee](http://www.kv.ee), [www.yyr.ee](http://www.yyr.ee). Also see: [www.ut.ee/en/welcome/housing](http://www.ut.ee/en/welcome/housing).

**Cost of living**

One needs approximately a minimum of 400-450 EUR per month in order to cover basic expenses in addition to housing costs. Further information is available at: [www.ut.ee/en/welcome/cost-living](http://www.ut.ee/en/welcome/cost-living).

**Entering Estonia**

Nationals of the European Union (EU), the European Economic Area (EEA) and any third-country national holding a residence permit of a Schengen State do not need a visa to enter Estonia, but if staying in Estonia more than 3 months they must apply for the right of temporary residence.

**Visas for non-EU students**

I. All non-EU students require a long-stay (D) visa if they are going to stay in Estonia **for more than three months**.

D-visa may be issued for single or multiple entries into Estonia. If you plan to travel during your study period, you should apply for the visa with **multiple entries**. D-visa is valid in the whole Schengen area that means that it enables you to travel in the Schengen area for 90 days within a six-month period.

D-visa can be applied **only in person at the Estonian embassies**. There are a limited number of Estonian embassies handling visa applications across the world – in total in 20 countries. All the students applying for a visa need to consider that they must visit an Estonian embassy either in their home country or abroad. Those who need to go abroad for visa application, please consider that travelling requires additional time and financial resources. The countries where there is an Estonian embassy handing visa applications are: China, Turkey, Kazakhstan, Egypt, Australia, Ukraine, Belarus, Russia, the USA, Georgia, Israel, Canada, India and some EU countries – Ireland, Finland, Great Britain, France, Latvia and Sweden.

Please see: [http://www.vm.ee/et/node/2430](http://www.vm.ee/et/node/2430).

**Documents to be submitted upon application for visa!**

II. Students coming for the period **no longer than three months (90 days)** can use visa free access if they are the citizens of the countries listed here [vm.ee/en/who-does-not-need-visa-visit-estonia](http://vm.ee/en/who-does-not-need-visa-visit-estonia).

**Visa support**

For the questions related to visa applications, contact us at: [studentvisasupport@ut.ee](mailto:studentvisasupport@ut.ee)
Health insurance

To apply for the D-visa, student must have valid health insurance for Estonia or for the Schengen area with coverage of at least 30 000 EUR for the entire duration of stay.

There are different insurance companies to choose from and you are free to select suitable insurance from your home country. But you need to make sure that the insurance is suitable for obtaining the visa (you can check it from the respective Estonian Embassy).

For example, the following insurance companies are recommended and accepted by the Estonian Police and Border Guard Board:

- **AON**: [www.aonstudentinsurance.com/students/en/](http://www.aonstudentinsurance.com/students/en/)
- **SwissCare International Student Health**: [www.swisscare.com](http://www.swisscare.com)
- **AS Inges Kindlustus**: Estonian Insurance company; insurance can be purchased only in Estonia;
- **ERGO Insurance**: Estonian Insurance company; insurance can be purchased only in Estonia;

Yet, one does not have to choose one of the listed companies since these are primarily recommended for obtaining temporary residence permit. More information about health insurances: [www.ut.ee/en/welcome/health-insurance-0](http://www.ut.ee/en/welcome/health-insurance-0).

University of Tartu strongly recommends for EU/EEA students to purchase additional health insurance in addition to EHIC.

**Additional information**

**Important numbers**

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<thead>
<tr>
<th>Service</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td>Emergency calls</td>
<td>112</td>
</tr>
<tr>
<td>Tallinn and Tartu Airport Info</td>
<td>(+372) 605 8888</td>
</tr>
<tr>
<td>Intercity Bus Info</td>
<td>12 550 or <a href="http://www.tpilet.ee">www.tpilet.ee</a> (telephone number can be used only in Estonia and if your telephone operator enables it)</td>
</tr>
<tr>
<td>Taxi in Tartu</td>
<td>(+372) 730 0200; (+372) 742 2222; (+372) 5749 5749</td>
</tr>
<tr>
<td>Taxi in Tallinn</td>
<td>(+372) 633 8888; (+372) 55 638 638; (+372) 657 7576</td>
</tr>
<tr>
<td>Raatuse 22 Dormitory (24h)</td>
<td>(+372) 56 620 215</td>
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<tr>
<td>Infoline (info about Estonia, companies, telephone numbers etc.)</td>
<td>1182 (number can be used only in Estonia and only if your telephone operator enables it)</td>
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**NB!** Please save these numbers and the contacts of Study Abroad Centre and Student Hostel to your mobile phone or computer or print out and take with you when you travel to Estonia!

**Useful links**

Practical info: [www.ut.ee/en/welcome/international-students](http://www.ut.ee/en/welcome/international-students)

Study Information: [www.ut.ee/en/prospective-students/study-related-information](http://www.ut.ee/en/prospective-students/study-related-information)

Estonian embassies: [www.vm.ee/?q=en/taxonomy/term/42](http://www.vm.ee/?q=en/taxonomy/term/42)

About the city of Tartu: [www.tartu.ee](http://www.tartu.ee)

Study and research opportunities in Estonia: [www.studyinestonia.ee](http://www.studyinestonia.ee)

About Estonia and Estonians: [www.estonica.org/en](http://www.estonica.org/en)

Learning some Estonian before coming to Estonia may make your arrival and first days in Estonia more enjoyable. One way to learn the basics of the Estonian language is to take the free online course on [www.keeleklatt.ee/en/welcome](http://www.keeleklatt.ee/en/welcome).
You may also want to look at the Agreement on Good Practice in the Internationalisation of Estonia’s Higher Education Institutions: [www.ut.ee/en/studies/study-regulations/agreement](http://www.ut.ee/en/studies/study-regulations/agreement).

Documents to bring along when coming to Tartu

- Travel/health insurance contract;
- Letter of Admission (enclosed with the electronic admission package).

Looking forward to seeing you in Tartu!

Yours sincerely,
Study Abroad Centre
University of Tartu